



**Frequently Asked Questions 07/08 Per Capita QAP #2  
As of July 11, 2007**

17. **Regarding the Selection Criteria, Section VI, Section B: It states “Ratio of Projects Intermediary Costs to Development Costs: (see project summary for Formula to calculate ratio). I don’t see where Project Summary is or where a Formula is. Can you please clarify what the formula is?**
- A. The formula is embedded in the electronic application.
18. **In the application you can get points for Lease to Own (Section III, H in Selection Criteria) and Homeownership (Section IV, G Selection Criteria)- how are these different or can you take points for both?**
- A. The Selection Criteria are different because Section III (H) relates to a “lease to own” structure that delays homeownership until the expiration of the compliance period with the characteristics of the building types and transfer price to tenants specified in the Selection Criteria. Section IV (G) on the other hand requires homeownership of units in the specified percentages of total units as soon as units are constructed and /or available for occupancy on the site. While the points are structured for different purposed, the points may be available to a developer of units on a single site if such developer provides for both lease to own units and homeownership units in the same project development.
19. **Secondary Input tab: Under Location Issues, it asks for a precinct number; what is this?**
- A. Precinct numbers constitute the electoral designation within which the project is located.
20. **On Rental Income tab the cells are locked and we cannot input the addresses.**
- A. This problem has been corrected in version 1.1 of application, but applicant can use comment box.
21. **On the Checklist it has 6c- SEC filings- What is this?**

- A. The SEC filings are only necessary if the syndication proceeds are generated through public offering. If there is a public offering of the tax credit syndication, the offering should have been registered with the SEC and a copy filed with the Agency as part of the Tax Credit Application submission.

**22. What is Appendix 42- Matching Certification? When would we need this?**

- A. The Matching Certification was used to “bank” the amounts that each applicant could evidence in the event that the State would be required to match HOME Funds with other nonfederal sources. Check with HUD about the waiver of the match requirement in the aftermath of Hurricanes Katrina and Rita.

**23. What is Appendix 45- Evidence of Network Neighborhood, On-Site Utilities, Transportation and Education facilities? When would we need this?**

- A. Please see definition of Neighborhood Network in the QAP. In regards to On-Site Utilities, Transportation and Education facilities, these are all threshold items and are required in every project application. These can be evidenced in the Market Study or in the application.

**24. Does the Reserve Needs tab calculate itself? We did not fill anything in and it looks complete?**

- A. This is fine; it can be fine tuned if desired.

**25. Per page 22 of the QAP, a Subsidy Layering Review Fee is required for Projects that will receive HUD or RD Housing Assistance or other Government assistance. We have a project that will have 2 units that will be set-aside for PSH. Those two units will probably be receiving rental subsidy form the local housing authority. Because of this small amount rental subsidy, will this project be required to pay a Subsidy Layering Review Fee?**

- A. The additional Subsidy Layering Review Fee is required only if another Governmental entity requires a separate SLR on documentation other than the standard Project Review Checklist.

**26. As part of the application, we submit cut sheets and narratives regarding various construction and architectural items. So long as the constructed unit meets the minimum requirements of the QAP and the point categories selected, is it permissible to vary the manufacturer and /or model types in the constructed unit from the documentation that was provided in the initial application. For example, if we used a cut sheet from an Energy Star**

**dishwasher by Maytag, could we switch the dishwasher to a different Energy Star model dishwasher by GE?**

A. Yes provided the Energy Star rating is the same.

**27. Exhibit 3- Ownership of Existing Building on the Louisiana application worksheet. Does the requirement to complete this form apply to new construction projects, if a building is located on the property and is scheduled for demolition?**

A. No

**28. Regarding the definition of *Sponsor*, how does a PHA demonstrate that it's receiving an Annual Contributions Contract? Will a copy of the executed ACC suffice?**

A. Yes